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26 April 1971

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Activities Report No. 16  
19 - 23 April 1971

1. Enrollment for the 3 May National Interdepartmental Seminar is down to six. O/DDS has been apprised of the enrollment status; the Training Officer planned to advise Mr. Coffey on 22 April. The DDP and DDI Senior Training Officers have been informed by AIR of the need for two more candidates.

2. Four Agency employees were nominated for the next National Nuclear Weapons Capabilities and Design Course which begins 3 May at the Sandia Base. They are from OSI, OSR, NPIC, and FMSAC. Extensive and detailed job descriptions had to be submitted in line with DASA's strict requirement for proof of "need to know" in the field of nuclear weapons design.

3. This week brought five requests for full-time academic sponsorship from the Director of NPIC. Each has been endorsed by Dr. Edward Proctor. The programs are in the fields of Photogrammetry, Photo Science, Geography, and Computer Science; schools involved are The University of Maryland, Rochester Institute of Technology, and Purdue University. Requests for full-time sponsorship are coming in rather rapidly and if this trend continues, the Agency will have the largest number of employees in sponsored full-time academic programs in the Fall 1971 Semester.

4. In reply to our letters to the seven universities offering Executive Development Programs asking for a breakdown of fees into tuition, room and meals, we have heard from all except M.I.T.

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5. Two Agency employees, [REDACTED] Chief, Printing Services Division, OL, and [REDACTED] O/PPB, will represent the Agency at the Brookings Institution's next Conference for Federal Executives on Business Operations. The one week program, which will be held in Chicago, begins on 16 May.

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6. While researching a request from [REDACTED] we found that Agency employees have been participating in a one-week course at Offutt Air Force Base for several years, much to OTR's surprise. The course is "Advanced Imagery Interpretation Orientation Course." It will run again on 5 July for one week. Five Agency employees and one DIA employee, detailed to NPIC, attended the last running on 5 April. They came from OL, OSI, and NPIC. Information on the course may be obtained from the Executive Secretary to COMIREX, according to the NPIC Training Assistant. [REDACTED] will keep us posted on the enrollment of [REDACTED] FI Staff, who originally sought the information.

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7. The 3M microfilm printer-reader has now been installed in AIR, and we are in the process of reviewing the first eight reels filmed. They are excellent and the machine is simple and efficient.

8. Berlitz is now charging an average of \$13.00 per 45-minute lesson. This comes out of a new "package" plan developed by Berlitz. If a student pays an initiation-type fee of \$125, the student can take an unlimited number of lessons for a flat rate of \$8.00 per hour. This might be advantageous if a student plans a long-term training program in a "hard" language. However, for short-time training, it results in a substantial rise in cost. In contrast the Sanz School of Languages charges \$6.50 for a one-hour Spanish lesson.

9. Chief, Instructor Training Branch checked with the persons who attended the demonstration of [REDACTED] packaged writing course on 7 April. All were favorably impressed with the package; however, with the anticipated number of Agency students who would be using the program in the next few years, the cost would not be justified. It was also felt that an appreciable amount of time and money would not be saved since an instructor would still have to be involved in conducting the program. C/ITB wrote to Mr. [REDACTED] to let him know our decision.

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10. [REDACTED]

[REDACTED] have attended two sessions of the instruction on Delphi at the Information Science Center, Defense Intelligence School.

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12. AAB is opting for front projection for all classrooms at [REDACTED] for these reasons: a) less booth space is necessary; b) from reports, instructors prefer front projection; c) AAB also prefers front projection; and d) we have a \$35,000.00 rear-projection booth with excellent equipment that the instructors do not use regularly. These reasons are not technical ones, but the technical pros and cons balance out and the decision is based on the above reasons.

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[REDACTED]

Chief  
Instructional Support Staff

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